

PROVISIONAL BY-LAWS

University Senate

as established by Resolution #65-3

November 12, 1965

1 A RESOLUTION TO ESTABLISH PROVISIONAL
2 BY-LAWS FOR THE UNIVERSITY SENATE

3 Be it Resolved by the University Senate of The George Washington University

4 Section 1. Meetings and Sessions

5 (a) A "regular meeting" of the Senate shall be held on the second Friday of
6 October, November, December, January, February, March, April and May. The Executive
7 Committee may change the date of a regular meeting in unusual circumstances. The
8 President may call a "special meeting" upon the request of the Executive Committee
9 or upon the petition of 25 percent of the elected members of the Senate.

10 (b) Meetings of the Senate shall be open for attendance and observation to al
11 members of the Faculty Assembly, except that by a majority vote the Senate may
12 declare an "executive session" which only elected and ex officio members may
13 attend.

14 (c) The business year of the Senate shall be called a "session" and each
15 session shall commence with the call to order of the regular meeting in May.

16 Section 2. Order of Business and Agenda

17 (a) The order of business for regular meetings of the Senate shall be as
18 follows:

- 19 (1) Call to order
- 20 (2) Approval of the minutes of the previous meeting
- 21 (3) Special business; for example, matters postponed
22 to this meeting.
- 23 (4) Resolutions reported out of Committees, with
24 reports if any.
- 25 (5) Introduction of Resolutions
- 26 (6) General business; for example, announcements,
27 nominations, elections, appointments, and
28 Committee reports unaccompanied by Resolutions.
- 29 (7) Adjournment

30 (b) The Executive Committee shall include in the Agenda for any meeting
31 any matters requested by the President or by twenty-percent of the members of
32 the Senate. Arrangement of the Senate's business upon the Agenda within the
33 above categories shall be the duty of the Executive Committee. Matters on the
34 Agenda may be taken up out of order by a majority vote. Matters not on the
35 Agenda may be taken up only by a suspension of the rules of order.

36 (c) The Agenda for a regular meeting shall be available to members in
37 writing in the office of the Secretary, and a copy of the Agenda addressed to
38 each member shall be put in the University Mails, on the seventh day before
39 the meeting day.

40 (d) The Agenda for a regular meeting shall be accompanied by copies of
41 reported Resolutions scheduled for debate, including those which originate
42 in Committees and have not theretofore been introduced, and copies of Committee
43 Reports submitted with Resolutions.

1 (e) The Agenda for a special meeting shall be prepared by the
2 Executive Committee and may be incorporated in the call for the meeting.
3 The minutes of a special meeting shall be approved at the next regular
4 meeting. No Resolution not on the Agenda for the special meeting
5 shall be considered by the Senate.

6 Section 3. Resolutions

7 (a) A "Resolution" shall consist of a statement which, if adopted
8 by the Senate, will announce the policy of the Senate with regard
9 to some matter within its competence.

10 (b) A Resolution shall consist of these parts: the Title, the
11 Preamble (if any), the Resolving Clause, and the Text. The Title
12 shall briefly describe the content and purpose of the Resolution,
13 which should be confined to a single topic; the Title shall
14 commence, "A Resolution to (or for)" The Preamble, if any,
15 shall describe the background of the Resolution. Following the
16 Preamble, if any, and immediately preceding the Text shall appear
17 this Resolving Clause: "Be it Resolved by the University Senate of
18 The George Washington University." The Text may set forth more than
19 one policy, each policy being stated in a separate numbered section.

20 (c) In order to "introduce" a Resolution, a member shall read
21 its Title and move its adoption, another member shall second the motion,
22 and the first member shall present one copy to the presiding officer
23 and one copy to the Secretary. The presiding officer shall then
24 read the Resolution aloud and refer it to the Chairman of the
25 Executive Committee for assignment to an appropriate Committee.
26 Resolutions shall be numbered by the Secretary consecutively in the
27 order of their introduction or reported as original Resolutions
28 from Committees; for example, "Resolution No. 66-5); and Resolutions
29 may be referred to by number in the Minutes, in Reports, and in debate.

30 (d) The presiding officer shall declare a Resolution "adopted"
31 by the Senate upon passage of its Resolving Clause and Text by a
32 majority vote.

33 Section 4. Committee Action on Resolutions

34 (a) A Resolution introduced at a meeting shall be assigned by the
35 Chairman of the Executive Committee to an appropriate Standing Committee
36 or to the Special Committee created by motion for the purpose. Resolutions
37 may also be originated by Committees without prior introduction in a
38 Senate meeting, and such Resolutions need only be reported by the Committee
39 to become the business of the Senate. A Resolution assigned to a Standing
40 Committee which is neither reported during the session nor attached to a
41 Standing Committee's Annual Report shall be listed by the Executive Committee's
42 Annual Report as "defeated in Committee." and the Resolution must be
43 reintroduced or originated in a Committee in order to be taken up in a
44 subsequent session. Resolutions assigned to Special Committees shall
45 survive from session to session without Committee action.

(b) A Resolution shall be "reported" to the Senate for its action when the Committee's chairman presents a copy of the Resolution to the Chairman of the Executive Committee for inclusion on the Agenda. A Special Report of the Committee may accompany the Resolution.

Section 5. Committee Reports

(a) Committee Reports shall be of three kinds: Annual Reports, Final Reports, and Special Reports.

(1) Each Standing Committee and the Executive Committee shall submit an "Annual Report" of activities during the session. Resolutions attached to an Annual Report shall be the business of the Committee in the next session, and with the consent of the Committee's Chairman, the Resolutions may be put upon the Agenda of any meeting in the next session.

(2) Each Special Committee shall submit a "Final Report" to the Senate at the conclusion of its activities and shall, with submission of the Final Report, move to be discharged.

(3) A "Special Report" may be submitted by any Committee at any time, either in support of its reporting a Resolution, or by way of information to the Senate on the Committee's activities.

(b) A Committee Report must be adopted by a majority of the Committee and shall be submitted over the name of the Chairman, whether he concurs in the Report or not. The Chairman and members of the Committee may submit their separate views for attachment to the Committee Report over their separate names. A Committee Report shall be "submitted" when it is delivered in writing to the Chairman of the Executive Committee. Each Committee Report more than three doublespaced typewritten pages in length shall commence with a "Summary" not more than one such page in length for distribution to the Faculty Assembly.

(c) The submitted Committee Report shall be circulated to the members of the Senate and shall be included in the minutes at the next appropriate meeting, but it shall not be read aloud unless requested by a majority vote. No Senate action regarding a Committee Report as such shall be in order, whether to receive, adopt, or accept it. The appropriate manner of securing debate and adoption of a Committee's proposals shall be to frame them as Resolutions.

Section 6. Voting

(a) Elected members of the Senate shall be the voting members, except as provided below to break a tie vote.

(b) A "majority vote" shall be one vote more than one-half of the elected members present and voting, and a "quorum" shall consist of one half of the elected members; and if "one-half" equals a fraction, the number required for a majority vote or a quorum shall be the next higher whole number.

1 (c) Voting shall ordinarily be by voice, with the presiding officer
2 calling for the Ayes and Nays and declaring the result; except that
3 any member, elected or ex officio, may call for a division of the
4 Senate.

5 (d) Voting in a division of the Senate shall ordinarily be by
6 show of hands, with the presiding officer appointing non-voting tellers
7 and announcing the Ayes and Nays. In a division of the Senate the pre-
8 siding officer may, when he announces a tie vote, vote orally to break
9 the tie vote.

10 (e) Upon the call of six elected members a roll call vote shall be
11 taken. The Secretary shall call the roll alphabetically, recording
12 beside each name "Aye," "Nay," "Not Voting," or "Absent," and the
13 presiding officer shall vote last and only if he wishes to break a
14 tie vote between the Ayes and the Nays. The presiding officer shall
15 announce all the results of a roll call vote.

16 (f) By a majority vote a secret ballot may be taken. The Secretary
17 as teller shall record the Ayes and the Nays and inform the presiding
18 officer, who shall announce them; and if there is a tie vote between
19 the Ayes and the Nays, the presiding officer, if an ex officio member,
20 may vote orally to break the tie.

21 Section 7. Debate

22 (a) The entry of a Resolution upon the Agenda as reported by a Committee
23 puts that business before the Senate for debate, and no second or other motion
24 is required. A spokesman for the position of the Committee, ordinarily
25 the Chairman, shall have the privilege of opening and closing debate on the
26 merits.

27 (b) Debate and amendments must be germane to the Resolution or other
28 motions, and rulings of the presiding officer upon calls for order of the
29 question of germaneness shall be appealable to a majority vote.

30 (c) Upon request of an elected member, and upon a majority vote if
31 demanded by any member, the privileges of the floor for a germane statement
32 not to exceed ten minutes in length may be extended to any person.

33 Section 8. Rules of Order and Parliamentarian

34 (a) Except as specifically provided to the contrary in the By-Laws,
35 the Senate shall govern itself according to Robert's Rules of Order.

36 (b) A Parliamentarian shall be appointed at the first regular meeting
37 of each session by the President with the advice and consent of the Senate.
38 The Parliamentarian shall not be a member of the Senate. He shall advise
39 on parliamentary procedure for meetings and shall assist in the drafting
40 of Resolutions.

41 (c) Rulings announced by the presiding officer shall govern the Senate
42 unless appealed and overruled by a majority vote. It shall be the duty of
43 the Parliamentarian to frame issues of procedure as proposed amendments to
44 the By-Laws.

1 Section 9. Suspension of the Rules of Order

2 (a) If at a regular meeting a Resolution is put in the hands of all
3 the members in writing, one copy to each member, it may be taken up
4 under a suspension of the rules of order if three-fourths of the elected
5 members so vote, or upon the unanimous vote of any lesser number of
6 elected members present.

7 (b) Any matter within the competence of the Senate may be considered
8 at a special meeting provided the Agenda rules for special meetings
9 are complied with, but the rules of order shall not be suspended at
10 a special meeting.

11 Section 10. Amendments

12 Amendments to the By-Laws may be introduced and referred to the
13 Executive Committee, or they may be originated within the Executive
14 Committee at the suggestion of the Parliamentarian, and they shall
15 be treated as nearly as may be as Resolutions. Enactment shall be by
16 a majority vote. Amendments shall not be considered under a suspension
17 of the rules of order.

Section 11. Standing Committees (This is a suggested amendment for ratification
at the Faculty Assembly. See Senate Res. (66/2)
Not in force presently)

"(a) The University Senate Standing Committee on Student Relationships shall
be composed of the Chairman, seven members of the Faculty Assembly, and three students
nominated by the Student Council, all elected by the Senate, together with
administrative officers or personnel ex officio designated by the President."

Executive Committee

Edwin L. Stevens, Chairman, Speech
Robert B. Heller, Engineering
Frank N. Miller, Jr., Medicine
Naeser, Charles R., Chemistry
Glen E. Weston, Law

Lloyd Hartman Elliott, President, ex officio

Administrative Matters as They Affect
the Faculty

*Carol R. St. Cyr, Education, Chairman
David J. Sharpe, Law
Robert E. Cronin, Engineering
Elwin J. Lewis, Accounting
William L. Turner, English

William D. Johnson, Comptroller, ex
officio

Admissions and Advanced Standing

*Roy I. Eastin, Bus. Admin., Chairman
Robert H. Moore, English
Margaret McIntyre, Education
James I. Suber, Education
Edward H. Braun, Engineering (Tent.)
Margaret W. Montzka, Physics
Joseph Y. Ruth, Director of Admissions
ex officio

Appointment, Salary and Promotion Policies
(Including Fringe Benefits)

* Charles Wise, Medicine, Chairman
Joseph Aschheim, Economics
Robert C. Willson, Journalism
James C. Dockeray, Finance
James C. King, German
Richard H. Schlagel, Philosophy

Harold F. Bright, Associate Dean of
Faculties, ex officio

Athletics

*Seymour Alpert, Medicine, Chairman
Charles J. Herber, History
*Robert P. Sharkey, Economic History
Vincent J. DeAngelis, Physical Ed.
J. Forrester Davison, Law

Robert Faris, Director of Men's Athletics,
ex officio

* Senate Member

Educational Policy

*Wolfgang H. Kraus, Political Science,
Chairman

Herman H. Hobbs, Physics
William B. Griffith, Philosophy
Thomas P. Liverman, Mathematics
William E. Schmidt, Chemistry

*John W. Brewer, Political Science
John B. Christensen, Anatomy

Lloyd H. Elliott, President, ex officio
John A. Brown, Jr., Vice President and
Dean of Faculties, ex officio

Faculty Performance and Development

*Charles R. Naeser, Chemistry, Chairman
Charles Tidball, Medicine
Richard C. Haskett, American History
George F. Henigan, Speech
Hugh L. LeBlanc, Political Science
Henry G. Manne, Law
Theodore G. Toridis, Engineering

John A. Brown, Jr. Vice President and
Dean of Faculties, ex officio

Library

*Benjamin Nimer, Political Science, Chairman
Hugh Bernard, Law Library
Wood Gray, History
Laurence P. Leite, Art
Artley J. Zuchelli, Physics
Louis de Pian, Engineering (interim)

ex officio

Professional Ethics and Academic Freedom

*John L. Finan, Psychology, Chairman
Harry J. Yiede, Religion
Richard C. Allen, Law
D. Nels Nelson, Mathematics
Mary L. Robbins, Medicine
Paul A. Crafton, Engineering

Calvin D. Linton, Dean of Columbian College of
Arts and Sciences, ex officio

Physical Facilities

*Ralph C. Nash, GSPL, Chairman
Robert G. Brown, Sociology
Arthur S. Miller, Law
Raymond G. Hanken, Physical Ed. for Men
Victor H. Cohn, Pharmacology
Louis S. Glassman, Engineering
Joseph P. Levy, Chemistry

Henry W. Herzog, Vice President and
Treasurer, ex officio

Public Ceremonies

*Loretta M. Stallings, Physical Ed. for Women,
Chairman

George Steiner, Music
L. Poe Leggette, Speech
Paul Calabrisi, Anatomy
David C. Green, Law
Robert G. Jones, Religion

John F. Latimer, University Marshal, ex
officio

Research

*Galip M. Arkilic, Engineering, Chairman
*Robert C. Parlett, Medicine
Willard Caldwell, Psychology
Alton H. Desmond, Zoology
George A. Olkhovsky, Russian
James H. Coberly, American Literature
Nicolae Filipescu, Chemistry

Arthur E. Burns, Dean of the Graduate
Council, ex officio
Benjamin D. Van Evera, Dean for Sponsored
Research, ex officio

Scholarship

*Mary E. Coleman, Education, Chairman
John A. Frey, Romance Languages
John G. Allee, English
Ira R. Telford, Medicine
Robert C. Vincent, Chemistry
Donald Gross, Engineering

Harold F. Bright, Associate Dean of
Faculties, ex officio

Student Relationships

*Helen B. Yakobson, Slavic Lang., Chairman
Paul S. Weisberg, Psychology
Jean E. Snodgrass, Phys. Ed. for W.
George M. Koehl, Physics
Guido Mazzeo, Romance Languages
Muriel McClanahan, English Composition
Roderic H. Davison, History
Peter P. Hill, History

Paul V. Bissell, Dean of Men, ex officio
Virginia R. Kirkbride, Dean of Women, ex officio

University Objectives

*John P. Reesing, English, Chairman
Frank D. Allan, Anatomy
Albert C. Murdaugh, Engineering
David E. Seidelson, Law
Richard B. Simons, College of Genl. Studies
~~David C. Green, Law School~~

Harold

Lloyd H. Elliott, President, ex officio
John A. Brown, Jr., Vice President
and Dean of Faculties, ex officio

University Resources

(New Standing Committee - To be chosen)

Subcommittee on Retirement

To be chosen

MEMBERS OF UNIVERSITY SENATE COMMITTEES-1965-66

13 May 1965

Executive Committee

Reuben E. Wood, Chairman, Chemistry
Robert B. Heller, Engineering and Applied Science
Frank N. Miller, Jr., Medicine
Edwin L. Stavens, Speech
Glen E. Weston, Law

Lloyd Hartman Elliott, _____; President, ex officio

Administrative Matters as They Affect
the Faculty

*Carol R. St. Cyr, Education, Chairman (533)

David J. Sharpe, Law
Robert E. Cronin, Engineering
Edwin J. Lewis, Accounting
William L. Turner, English

William D. Johnson, Comptroller, ex
officio

Admissions and Advanced Standing

*Roy B. Eastin, Bus. Admin. Chairman (612)

Robert H. Moore, English
Margaret W. Montzka, Physics
Margaret McIntyre, Education
James W. Suber, Education

Joseph Y. Ruth, Director of Admissions
ex officio

Appointment, Salary and Promotion Policies
(including Fringe Benefits)

*Charles Wise, Medicine, _____ Chairman - 333-6499 and Dean of Faculties, ex officio.
Joseph Aschheim, Economics
Robert C. Willson, Journalism
James C. Dockeray, Finance

James C. King, German
Richard H. Schlagel, Philosophy

Harold F. Bright, Associate Dean of
Faculties, ex officio

Athletics

*Seymour Alpert, Medicine, Chairman
Charles J. Herber, History
Robert P. Sharkey, Economic History
Vincent J. DeAngelis, Physical Ed.
J. Forrester Davison, Law

Robert Faris, Director of Mens Athletics,
ex officio

* Senate Member

Educational Policy

*Wolfgang H. Kraus, Political Science, (239)
Chairman

Herman H. Hobbs, Physics
William B. Griffith, Philosophy
Thomas P. Liverman, Mathematics
William E. Schmidt, Chemistry
*John W. Brewer, Political Science
John B. Christensen, Anatomy

Lloyd H. Elliott, President
ex officio

John A. Brown, Jr., Vice President and
Dean of Faculties, ex officio

Faculty Performance and Development

*Charles R. Naeser, Chemistry, Chairman (261)
Charles Tidball, Medicine
Richard C. Haskett, American History

George F. Henigan, Speech

John A. Brown, Jr., Vice President
and Dean of Faculties, ex officio.

Library

*Benjamin Nimer, Political Science, (727)
Chairman

Hugh Bernard, Law Library
Wood Gray, History
Laurence P. Leite, Art
Artley J. Zuchelli, Physics
Louis de Pian, Engr. (Interim)
, ex officio.

Professional Ethics and Academic Freedom

*John L. Finan, Psychology, Chairman (283)

Harry J. Yiede, Religion
Richard C. Allen, Law
D. Nels Nelson, Mathematics
Mary L. Robbins, Medicine
Paul A. Crafton, Engineering
Calvin D. Linton, Dean of Columbian
College of Arts and Sciences, ex
officio